

**Robert Frost Public Charter School
Board of Trustees Meeting
Minutes for June 18, 2024**

Robert Frost Public Charter School * 110 Main Street * Conway, NH

Meeting Called to Order at 5:47 pm

Members in Attendance: C. Brings, T. DeTore, T. Strout, J. McLauchlan, J. D'Avila, K. Wakefield

Members Absent: none

Guests: S. McGrath

Meeting Business

- T. Strout moved to approve May meeting minutes. K. Wakefield seconded. Motion carried.
- C. Brings moved to ratify 6/3/24 email vote to approve 2024/25 draft budget. T. DeTore seconded. Motion carried.
- No nominations for secretary or vice-chair.

Administration

- Monthly Snapshot - see "HOS Report for June 2024 BOD meeting." State assessment results of student progress are good! 46% proficiency in math, 63% proficiency in science, 61% proficiency in ELA.
- Treasurer's Report - see "2024 June Financial Report RFPCS." K. Wakefield moved to approve. C. Brings seconded. Motion carried.
- Program Developer report - see "PD Report June 2024."

Old Business

- HOS annual review: Still waiting for a couple reviews to be sent to J. D'Avila. Target date for offer letter email vote – June 21.
- Fundraising updates:
 - Grant application update: Zeb's (15K) – application was returned. We are checking into why.
 - May 4th B with You casino party: raised \$13,712. We are on the request list for 2025 to do this again. Nonprofit organizations are only allowed to participate twice in a year.
 - Applebees Dine to Donate on Apr. 23: Funds not received yet. Inquiry has been made.
 - Student car wash, plant/bake sale – event permits update: Conway Rec willing to waive fees and 90 day advance request requirements for us. Will send request to secondary students to see if a date in July can be planned.
 - Bingo nights initiation update: Discussed equipment acquisition and set up, permit and licensing status, Gaming Commission fees, volunteers needed, frequency of games, prizes to offer, possibility of selling refreshments. Determined will be held every Tuesday from 4-7:00 starting sometime in July.
 - Dine to Donates update: T. Strout will ask Market Basket and possibly others
 - K. Wakefield knows of ice cream truck we could use to sell treats during July 4th parade.
- Property search update: nothing new to report. Conway School Board will not be making any decisions about use of John Fuller School property until September at the earliest.
- New website going live: Content still needs to be added. Will shoot for publishing live in July.

New Business

- Need press releases in newspaper about our recent HS graduation ceremony and state assessment results. J. D'Avila will write one.

Public Comment (N/A)

Non-Public Session (N/A)

Next Meeting – TUESDAY, July 16, 5:45 pm

Adjourned 7:08 pm.

Submitted by Juliet D'Avila

Acting Secretary, RFPCS Board of Trustees

July 16, 2024